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ABSTRACT

The main objectives of the Institute, which was founded in 1941, are to act as a center for bibliographic and documentary information and to be the co-ordinating body for the libraries belonging to the ten schools of the University of Buenos Aires. To fulfill this objective, the Institute library possesses the most important sources of bibliographic information including general bibliographies, bibliographies of bibliographies, general catalogs of national libraries, reference works, dictionaries, encyclopedias, etc., and in its union catalog the information representing the holdings of the University of Buenos Aires' Libraries. This summary of the Institute briefly describes each of the sources available from the Institute. To illustrate the importance and scope of the Institute's activities and aims the domestic and international membership affiliations maintained are listed. Additional objectives which the Institute is gradually fulfilling are also listed. (Author/NH)

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Universidad de Buenos Aires
Instituto Bibliotecológico

THE LIBRARY SCIENCE INSTITUTE OF THE UNIVERSITY OF BUENOS AIRES

SUMMARY OF ITS OBJECTIVES AND SERVICES

Buenos Aires
1972

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INSTITUTO BIBLIOTECOLOGICO
(Library Science Institute)

UNIVERSITY OF BUENOS AIRES

SUMMARY OF ITS OBJECTIVES AND SERVICES

Main Objectives

Founded in 1941, the Institute has the role of acting as a center for bibliographic and documentary information with domestic and world-wide scope, being the co-ordinating body for the libraries belonging to the ten faculties (schools) of the University of Buenos Aires, with a view to make up for the lack of a central library. The University library system is coordinated with the co-operation of the Board of Librarians, integrated by the Directors of each Central Library of every School.

Bibliographic information

To fulfil this objective, the Institute possesses in its library the most important sources of bibliographic information, domestic as well as foreign, including general bibliographies, bibliographies of bibliographies, general catalogues of national libraries, reference works, dictionaries, encyclopaedias, etc., and in its union catalogue the information representing the holdings of the University of Buenos Aires' libraries.

Union catalogue

The Union catalogue concentrates the bibliographic resources of the central and departamental libraries of the University's ten main schools, and it is kept up-to-date by means of the current inclusion of the cards pertaining to every work and periodical being incorporated to the various University libraries.

This catalogue includes about 800.000 cards, representing the bibliographic holdings of the University, with more than 1.800.000 volumes, the most important bibliographic fund of the country. From 1969 onwards it does include also the holdings of the Central Library of the Universidad Nacional del Sur (Southern State University) and, in further steps, an attempt is to be made to incorporate to this catalogue the holdings of all other National Universities of the country. A project is under way as to mechanize the processing of this information with the help of the University Computer Center, as to obtain as one of the sub-products, a printed catalogue. This project has also the sponsorship of JUBIUNA, the Argentine Board of National University Libraries.

Argentine bibliography

As a branch of the union catalogue, it has been formed the special catalogue corresponding to Argentine bibliography. This one already contains more than up dated 136.000 cards of books and pamphlets published in our country, written by either Argentine or foreign authors or dealing with Argentina, available at the libraries of the University of Buenos Aires.

Library

The Institute possesses its own library specialized in Library Science and Documentation, with valuable collections both for the use of bibliographers and documentalists, and for the schools of librarians, whose teachers and students use them intensively. This library at present numbers more than 8.000 volumes and it receives more than 400 titles of periodical publications related to those fields. As a separate section of it, a new collection has been started of works on Mechanized Documentation, amounting at the present to more than a thousand titles.

It has been recently started also the organization of two new sections: one on Higher Education, designed to collect works and periodicals on the subject, dealing specially with the planning and structure of modern universities, and the other for information on Scientific Research, which purpose is to gather

information sources about research activities being done all the world over.

To complete the section on Higher Education, the library collects also catalogues and bulletins from all main Argentine and foreign colleges and universities.

Printed catalogue and Information bulletin

In 1964 it has been issued a printed catalogue of the Library, which comprises 2.400 titles; in 1965 was published the first supplement to it. The information pertaining to the second supplement was processed by computer as to obtain a printed catalogue from the machine's print-out. The successful experience, first of its kind in Latin America, was accomplished in co-operation with the "Grupo de Documentación Mecanizada" (Group on Mechanized Documentation), through a study sponsored by C.I.B. (Center for Library Science Research), with funds provided by UNESCO.

As new cards describing increasing material accesioned to this Library would require a third supplement enlisting it, this information and the one belonging to the Second Supplement are being ordered together, as to process them both by computer, and then published it in one volume.

Every three months the Institute publishes the "Boletín informativo (Information bulletin), which announces in the first section the new titles incorporated to the Library; the second section is devoted to general information about professional activities in the Library and documentation world, and in the third one are published some reviews about new important books or periodicals in those fields. Some issues also include a section devoted to original articles and translations, and bring, finally, a list of duplicates offered by the Institute as donation to libraries and schools of library science.

Catalogue of periodical publications on Library Science and Documentation

A comprehensive catalogue of the periodical publications received by the Library has been published in 1967, with 440 titles and their full descriptions. As this collection tries to be representative of the most important titles in

the field, it is believed that the publication of this bibliographic source will be of positive usefulness to all those interested in bibliography and documentation. The new titles being incorporated to the library, appear occasionally in the "Boletín informativo".

Catalogue of thesis

Regarding the fact that the bibliographic and documentary value represented by university thesis (master and doctoral dissertations) is of substancial importance to specialized users, and furthermore, that the latter ramain generally unknown because they stay often in typewritten form, it has been decided to organize and publish a catalogue of them. The thesis presented to the University during the years 1961 and 1962, 1963-64, and 1965-66, have been already published, and now is in compilation the information for the volume 1967-68.

Bibliographies

To complement the bibliographic information services, the Institute compiles bibliographies within its specialty. Regarding other related subjects, it has completed also a selective bibliography on audio-visual materials which was compiled on the occasion of the 2nd Congress of Audio-visual materials held at La Plata (Argentina) during 1962. Other bibliographies already published deal with University Autonomy and Reform, Library Planning, Informatics, Mechanized Documentation, and some others.

Training courses

In its role as coordinating centre for technical processes of the University libraries, the Institute organizes training courses for their personnel. In 1963 and 1964 courses were held with the collaboration of the School of Librarians of the Faculty of Philosophy and Letters (Facultad de Filosofía y Letras). This course was specially devoted to methods for cataloguing, with a view to standardizing as much as possible these procedures within the libraries of the University.

In 1965 the Institute offered a capacitation course for the personnel of libraries of the Schools of the University of Buenos Aires, on special materials, including maps, records, slides, microfilms, plates, etc.

Lectures and courses on librarianship and documentation

The Institute sponsors annually a series of lectures on topics regarding contemporary trends and techniques of librarianship, as well as brief courses and seminars on new library materials and procedures. They are primarily devoted to the in-service training or specialization of personnel belonging to the University libraries, but usually are also attended by librarians from other institutions.

Two seminars on Data Processing in Library Science and Documentation were offered during 1970 and 1971. The first one was held during September 1 to 5, 1970, answering to an special request from the National Ministry of Culture and Education, and was attended by some 30 librarians and documentalists from all over the country.

The second Seminar, organized upon a request from the Board of Librarians of the University of Buenos Aires, was held from July 26 to August 6, 1971, and was attended by 28 library and documentation centers' officers.

Current research at the University of Buenos Aires

A new and important task has been assigned to the Institute in 1968: the compiling and keeping up-to-date of a Registry of all current research being done at the University of Buenos Aires by its institutions of investigations (departments, centers, laboratories, etc.).

With the results of each year's survey a Directory to current research at the University is to be published. For the processing of such information, the University's computer facilities are being used, a IBM 360/20; a program of information retrieval is being prepared also, as to be able to storage and retrieve later on, from magnetic tape files, all pertinent data related with current research topics, fields of interdisciplinary investigations, researchers, institutions, etc.

A Directory covering research done in 1968, was published in 1970, enlisting 1577 research projects. The information pertaining to 1969-70 is being processed presently for publication.

Directory to Buenos Aires University libraries

At the beginning of 1963 the Institute has published the "Guía de las Bibliotecas de la Universidad de Buenos Aires" (Directory of the libraries of the University of Buenos Aires), which contains a descriptive listing of the various libraries belonging to the University, indicating the services rendered by each of them, their daily working hours, bibliographic fund, etc. At the beginning of 1966 was edited and distributed a second edition, and in 1970 was published the third one, with up-to-date information.

Interlibrary loan

The Library Science Institute has also, among its tasks, those related with the coordination and keeping up-to-date of statistics belonging to the Interlibrary Loan System, established among the Buenos Aires University libraries and other similar institutions from Argentina and abroad.

The Junta de Bibliotecas Universitarias (Board of Buenos Aires University Libraries) discussed all the interlibrary loan system preliminary steps, and the pertinent documentation (project studies, regulations, final code, forms, etc.) related with the Interlibrary Loan, is kept and have been printed and distributed by the Institute. All correspondence regarding information about the Interlibrary Loan System. should be addressed to the Institute, but all request for interlibrary loan service can be addressed directly to the specific library involved.

Reprographic services

The Institute offers to students and researchers in general, photocopy and enlargement work at a very low price, with the idea of rendering a promotional

service.

During 1966 a microfiche equipment was added to the reprographic services offered, which enable us to comply with the numerous requests for microfiche copies of works or articles published in journals, which the Institute receives or locates in other University libraries.

This microfiche service has started with the microfiching of old and rare national periodicals, with the purpose of preserving the original and to facilitate the positive copy to the interested libraries. The service is presently at the process of microfiching the "Annals of the University of Buenos Aires", beginning with its first volume, belonging to the year 1877.

A "Documat M300" reader-printer machine for microfiche was recently incorporated to the Reprographic service and in 1969 was incorporated also a "Brüning 2001", a photostatic reproducing equipment.

The Institute acts also as a coordinating center of the reprographic needs of the libraries of the National Universities of the interior of the country and supplies the photocopies they request.

Conference and seminar room

In its conference and seminar room the Institute has available the services of microfilm-readers, as well as slides projectors, and episcope, a sound projector for 16 mm films, and a modern sound equipment for the conferences and seminars. Recently it was incorporated an overhead projector as well as a tape recorder.

Center for Studies on Documentary Infomatics, CESID

(Ex-Group on mechanized documentation)

The Institute serves as headquarters and is a member of the CESID (ex-Group on Mechanized Documentation), integrated by librarians, documentalists, and computer technicians, that aims to study and to conduct specific projects on library automation and mechanized documentation.

This group of specialists, has successfully completed a research project

sponsored jointly by the Centro de Investigaciones Bibliotecológicas (Center for Research on Librarianship), Buenos Aires, University and UNESCO, consisting of a feasability study about existing computer resources in Argentina and the possibilities of using them in mechanized documentation tasks. This survey, that was completed during May 1969, included also the production, by means of the IBM 360/20 computer system of the Buenos Aires University mechanization department, of the 2nd supplement to the Institute's Library catalog of works.

International and Domestic Affiliations

The importance and scope of the Institute's activities and aims can be better illustrated by the following list of membership affiliations that it maintains within the specialty of the Institute:

Argentine Association of Libraries and Scientific and Technical Information Centers. Buenos Aires. (Asociación Argentina de Bibliotecas y Centros de Información Científicos y Técnicos).

American Society for Information Science. Washington.

American Library Association. Chicago, Ill.

Aslib. London.

International Association of Agricultural Librarians and Documentalists. (IAALD).

International Federation for Documentation. The Hague.

Library Association. London.

Board of Buenos Aires University Libraries
(Junta de Bibliotecas Universitarias)

This Board is composed by the Directors (Head Librarians) of the Central

Libraries of the ten Faculties (Schools) belonging to the University, and they meet obligatorily once a month, on the premises of the Institute. These meetings have the aim of discussing common problems, as well as to study organization projects of general interest for all our libraries.

The Institute is a member of this Board and cooperates with it by carrying out its secretarial activities, and in addition, by assembling and formulating the rules and antecedents required for the work of the Council.

The University of Buenos Aires decret establishing the Institute, nevertheless, lists several additional important objectives, which the Institute is also gradually fulfilling:

1) Acting as a Bibliographic Information Center.

2) Normalization of cataloguing processes related with our Union Catalogue.

3) Coordination of the inter-library loan and reprographic services.

4) Close collaboration with the different library schools, placing at their disposal our bibliographic material and conference room.

5) Publication of bibliographical bulletins on different library and documentation topics.

The possibilities of the Institute to attain a greater advancement of the libraries of the University for the benefit of research and teaching are numerous and of definite importance, and they are in continuous expansion in accordance with the available funds and capabilities of the Institute.

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Director

Buenos Aires, February 1972.

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